

## LEAF Board of Directors Meeting

Monday, May 16, 2022

4:00 p.m. – Zoom Meeting – with in-person option!

Members in attendance: Bruce H., Bruce M., Lori J. Steve S., Rob V., Tim B., Hani J., Diane M., Sara M., Charlie E., Peggy C., Chad R., Alex B.

### Call to Order and Additions to the agenda (President Mohs)

Meeting was called to order by Bruce M. at 4:03.

Good News and Thank Yous (Bruce Hentges)

- Bruce H. was going to introduce the new superintendent, Laurie Putnam. She couldn't join right away because something came up. Bruce H. introduced Laurie when she joined the meeting.
- LEAF has changed the webpage to list all grants given by year and quarter. This will be updated each quarter on the LEAF webpage.
- The fire truck ride from the 2019 Learning Renaissance will be this Thursday with a Talahi student. This was delayed because of Covid.
- Homeless Fund Campaign update - \$33,025.00 has been raised so far. Our goal is \$50,000.00. We haven't received one of our \$10,000.00 challenge grants yet. The campaign will officially end on May 31<sup>st</sup>. We have had \$11,000.00 in expenditures from the Homeless Fund so far this year.

### Consent Agenda:

- A. Approval of Board of Directors meeting minutes as posted on web page for March 2022
- B. Approval of Executive Committee Minutes of April & May -as posted online.
- C. Approval of bill payments for April 2022
- D. **Action Requested**: Approval of the Consent Agenda

A motion was made by Chad R to approve the consent agenda. The motion was seconded by Diane M. Everyone voted in favor.

### Financial Reports (Tim Beck & Bruce Hentges)

- A. March & April 2022 Fundraising Report
- B. March & April Treasurer's Report
  - Profit and Loss Statement
    - Balance Sheet
    - **Action Requested**: Approval of Treasurer's Report

Bruce H. shared the financial reports. We have received \$140,966,46 in donations this year in part because of the Schnettler fund. We haven't received the marching bands funds yet. Tim B. shared the profit and loss statement and the balance sheet for March and April. The academic fund is considerably higher this year because of the Schnettler fund donation. The other increase is in the homeless fund because of our current fundraiser. There is an increase in payroll and benefits because of the addition of Bruce H.'s Medicare supplemental Insurance. We have lost \$185,172.77 as of March 31<sup>st</sup> in our investments. The market has been rough. LEAF currently has \$2,148,92,37 in total Net assets.

A motion to approve the financial reports for March and April was made by Charlie E. The motion was seconded by Rob V. Everyone voted in favor.

### IRS Form 990 Review (Tim Beck & Bruce Hentges)

- A. Budget & Finance Committee Minutes
- B. Form 990 Financial Comparison Report with *Efficiency Ratio*
- C. **Action Requested**: Approval to submit 2021 LEAF IRS Form 990

The IRS form 990 has been approved by the LEAF budget and finance committee. They are recommending that the LEAF board votes in favor of it. It needs to be submitted by May 16<sup>th</sup>, 2022 (today). KDV uses our Quickbook documents to create the 990 for LEAF. Bruce H. shared the document and ran through it. After, Bruce

H. shared a summary of LEAF's 990 for every year since 2008. We like to chart our efficiency ratio which is 85.6% this year. The state target is to be between 65% and 90%, so we are accomplishing our mission.

A motion was made by Lori J. to approve submitting the 2021 LEAF IRS form 990. Diane M. seconded the motion. Everyone voted in favor.

#### CMCF 1<sup>st</sup> Quarter Reports

The CMCF sends out quarterly reports about 20 days after the end of the quarter. The reports are divided into sections as follows:

1. Contributions to the Fund in the quarter
2. Interest & Dividends
3. Realized Gains/Losses
4. Unrealized Gains/Losses
5. Grant given from the Fund
6. Other fund expenses
7. Total Fund Balance at end of the Quarter

The CMCF reports indicated that LEAF had a balance of \$737,407.60 in the Academic Fund and \$1,358,100.85 in the Activities Fund as of March 31, 2022.

Bruce H. shared the CMCF report. This report was sent out earlier to the board. There were no questions on the report.

#### PAKRAT Program update (Sara Martini)

Sara reported that the school year PAKRAT program is back to pre-pandemic levels. The students in Pre-K through 3<sup>rd</sup> grade have read 98,298 books before the final round of data comes in. The PAKCAT program is expanding to include kindergarten at Westwood next school year as a pilot. The summer book bus schedule has just been completed and will be scheduling 1 ½ hours at Madison and Discovery to give all summer school students an opportunity to check out books each week.

#### Principles & Practices for Nonprofit Excellence – **STRATEGIC PLAN REVIEW** (Bruce Hentges)

- Section #6: Planning
- Executive Committee: Succession Planning for Executive Director Position
- Committee meeting of April 28 (See meeting attached meeting summary)
- LEAF Executive Committee Discussion
- **Action Requested:** Approval of LEAF Strategic Plan Update, which will require hiring of consultant, call for committee membership, development of updated LEAF strategic plan and presentation to the board of directors at the August meeting for full-board approval.

Bruce H. put together a 3-ring binder with a succession plan for key board positions and called together the strategic plan committee to review it. The strategic plan committee does not want LEAF to become just an endowed fund focused organization. They would like LEAF to continue to support the flow through programs including PAKRAT, PAKCAT, the Immersion programs and the Homeless fund. LEAF has not gone through the strategic planning process since 2012. The executive committee voted in favor of moving forward with the strategic planning process and bringing it to the full board. We would need to hire a consultant which may cost between \$4,000.00 and \$5,000.00. We would need to create a strategic planning committee.

A motion was made by Charlie E. to approve the LEAF Strategic plan, which will require hiring of consultant, call for committee membership, development of updated LEAF strategic plan and presentation to the board of directors at the August meeting for full-board approval. Chad R. seconded the motion. Everyone voted in favor.

Bruce H. will move forward with looking for a consultant. He is also looking for board members who would be willing to serve on this committee.

#### Learning Renaissance 2022

- October 16 at Café Renaissance
- Tickets- \$80                      Pacesetter - \$275 (2 tickets to the event)
- Great dinner, live auction and “fund-a-need” auction

Bruce H. shared the date for the Learning Renaissance and information about the event. LEAF will send out updates later in the summer for this in-person event on Oct. 16<sup>th</sup>. The “fund-a-need” has not been determined yet.

#### 2023 LEAF Officers

- Looking for board members willing to join executive committee in February 2023
- VP: Peggy Carlson “terms out”
- Pres: Two-year term.

LEAF is looking for new executive committee members for 2023 if any board members are interested in joining the executive committee.

#### 2022 Executive Committee and Board of Directors Meeting Dates

<u>Executive Committee</u>	<u>Board of Directors</u>
June 15	
July 12	
August 2	August 15
September 6	
October 4	October 24
November 1	
December 6	December 19

Recent Developments (Bruce Hentges)

**Next meeting: Monday, August 15 at 4:00 p.m. at ??????**

#### **Upcoming Events**

- Apollo Activities Golf Scramble: August 5 at Territory Golf Club
- Tech Athletics Golf Scramble: August 12 at Wapicada
- LEAF Learning Renaissance: October 16 at Café Renaissance

Meeting was adjourned at 5:14pm.